

Mae'r cofnodion hyn yn amodol ar gymeradwyaeth yng nghyfarfod priodol nesaf y Pwyllgor.  
These Minutes are subject to approval at the next appropriate meeting of the Committee.

## **RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL**

### **CORPORATE GOVERNANCE AND CONSTITUTION COMMITTEE**

**Minutes** of the meeting of the Corporate Governance and Constitution Committee held at The Pavilions, Clydach Vale on Monday, 14 May 2018 at 10.30a.m.

#### **PRESENT**

County Borough Councillor M. Tegg– in the Chair

#### **County Borough Councillors**

M. Griffiths, G. Stacey and M. Webber

#### **Officers in Attendance**

Mr. A. Wilkins –Head of Legal – Corporate & Democratic Service

Mr. C. Hanagan –Director, Cabinet & Public Relations

#### **4 APOLOGY FOR ABSENCE**

An apology for absence was received from County Borough Councillor H. Fychan, D. Grehan and M. J. Powell.

#### **5 MINUTES**

**RESOLVED** – to approve the Minutes of the Corporate Governance and Constitution Committee held on the 16<sup>th</sup> November 2017.

### **JOINT REPORT OF THE DIRECTOR, CABINET AND PUBLIC RELATIONS AND DIRECTOR OF LEGAL AND DEMOCRATIC SERVICES**

#### **6 THE COUNCIL'S CONSTITUTION- PROPOSED AMENDMENTS AND ANCILLARY MATTERS**

The Committee considered the Joint Report of the Director, Cabinet and Public Relations and the Director, Legal & Democratic Services which sought Committee's approval to commend to Council the adoption of the proposed amendments and ancillary matters relating to the Council's Constitution.

The Director, Cabinet and Public Relations provided Committee with a detailed overview of the proposed amendments to the Council Procedure Rules under the following headings:-

- Notices of Motion
- State of the County Debate
- Rules of Debate

- Proposed Amendments to the Overview and Scrutiny Procedure Rules
- Public Engagement in Scrutiny
- Reporting to Members
- Forward Work Programmes
- Members' Attendance at Meetings

Following consideration of the report, there followed a series of questions and comments in respect of the proposed amendments and ancillary matters relating to the Council's Constitution. The Cabinet Member for Council Business acknowledged the proposal which would serve to enhance the process of reporting to Members and sought assurance that in relation to Key Officer Delegated Decisions, the delegated decisions would be relayed all Elected Members.

It was determined that an element of flexibility would be applied to the forward work programmes for full Council, the Cabinet and Scrutiny Committees in order to take account of changing priorities and urgent issues.

The Cabinet Member for Council Business stressed the importance of promoting and clarifying the arrangements for public participation in Rhondda Cynon Taf's overview and scrutiny process following concerns raised by the Wales Audit Office in the wake of the review of the Council's scrutiny arrangements in 2016. Committee acknowledged that the introduction of the protocol in respect of enabling members of the public to speak at scrutiny committees would encourage and promote public engagement.

In conclusion, and with regard to the publication of information relating to Members' attendance, Committee agreed that Members' attendance on Outside Bodies, to which they have been appointed, should also be taken into account and documented as part of their overall recorded attendance.

Following a detailed discussion and consideration of the report it was **RESOLVED** to commend the following amendments to full Council for consideration at the Council's Annual General Meeting 2018:-

1. Council Procedure Rule 9.4 with the addition of a new Procedure Rule 9.4(e) as follows:
  - (e) If a Member is not in attendance at a meeting where they have a question submitted by them included on the relevant Council meeting agenda the question will not be put and no written response will be required to be made by the Member to whom the question was to be addressed.
2. Council Procedure Rule 10.1(d) with the addition of new paragraph 10.1(d)(iii) as follows (and if in agreement recommend its adoption to full Council):
  - (iii) Any notice of motion withdrawn or deferred once it has been delivered and published on the agenda will count against the Proposer's Group

allocation, or if unallocated his/hers allocation, of notices of motion agreed in accordance with Rule 10.2(a).

**3. Renumber current Council Procedure Rule 10.3.3 to 10.3.4.**

- Amend Rule 10.3.3 to read:

10.3.3 Any notice of motion which requires a change in the proposed or existing policy framework of the Council may only call for a report on the matter to be prepared for consideration by the Executive, Council or Overview and Scrutiny Committee/relevant thematic Scrutiny Committee as appropriate.

**4. Council Procedure Rule 13.1 as follows:-**

The Council Leader will call a state of County Borough debate annually on a date and in a form to be agreed with the Mayor.

**5. Council Procedure Rule 13.2 as follows:-**

The Leader will decide the form of the debate, with the aim of enabling the widest possible public involvement, direct participation and publicity. This may include prior engagement with residents, Scrutiny and other relevant stakeholders.

**6. Council Procedure Rule 12 with the addition of new Procedure Rule 12.14 as follows:**

12.14 Members may speak in English or Welsh and for the avoidance of doubt may exercise any right they have under these Council Procedure Rules through either medium.

**7. Paragraph 17 of the Overview and Scrutiny Procedure Rules;**

**8. That delegated authority be given to the Overview and Scrutiny Committee to agree and adopt the final version for a protocol enabling members of the public to speak at meetings;**

**9. That the existing Cabinet report template be utilised as the template for all Council and other Committee reports, as well as reports which accompany Key Officer Delegated Decisions, going forward;**

**10. That Forward Work Programmes for full Council, the Cabinet and Scrutiny Committees be accessed via a single dedicated page on the Council's website; and,**

**11. That Members' attendance (to incorporate both Council meetings and Outside Bodies, to which Members have been appointed) be published using the Council's website via the dedicated 'Councillors' webpage and that this**

information be updated on a monthly basis until such time as full roll out of Modern.Gov is completed.

**M.TEGG  
CHAIRMAN**

The meeting terminated at 10.50a.m.